

DATE: March 22, 2004

TO: CITY CLERK

FROM: Crime Victim's Rights Council  
Dinna Spencer  
500 E. San Antonio, Ste. #203  
El Paso, Texas 79901

CITY CLERK'S OFFICE  
2004 MAR 1 AM 8 36

Telephone No. (915) 546-2091  
(8:00 AM – 5:00 PM)

Please place the following item on the **CONSENT** Agenda for the Council Meeting of:

April 6, 2004

Item should read as follows:

Crime Victim's Rights Council to hold an 3<sup>rd</sup> annual memorial walk on April 18, 2004 from 9:00 a.m. to 11:00 a.m. Route: Start at 1300 Hardaway St. to Trowbridge, turn left on Trowbridge to Radford St., turn right on Radford St. to Hastings, turn right on Hastings to Caples Circle, turn right on Hastings to Cumberland, turn left on Cumberland to Radford, turn left on Radford to Cumberland, turn left on Cumberland to Graham, turn right on Graham to Raynolds, turn right on Raynolds to Trowbridge, turn right on Trowbridge, and finish at 1300 Hardaway-Loretto's track field. Approximately 800-900 persons will take part and 1,200 spectators are anticipated. (District 2,3, & 8) [Dinna Spencer]

SPECIAL INSTRUCTIONS:

PERMIT # 04-022

BUILDING PERMITS & INSPECTIONS USE

Item No. \_\_\_\_\_

☒ POLICE DEPARTMENT

☒ FIRE DEPARTMENT

☒ SUN METRO

N/A PARKS DEPARTMENT

☒ ENGINEERING/TRAFFIC

N/A TXDOT

N/A STREET DEPARTMENT

N/A CIVIC CENTER

☒ COMPLETE

**REQUEST FOR TEMPORARY USE OF  
CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES**

Fees: \$15.75 One event to take place on one day.

[36010119/404123]

\$21.00 Multiple permits for two or more similar events to take place on consecutive days. **(Please note:** a street may not be continuously blocked for more than 24 consecutive hours. If a multiple use permit is granted, the street must be cleared, cleaned and opened between the two separate uses.)

(Please type or print)

1. Applicant:

CRIME VICTIMS' RIGHTS COUNCIL

(Person/Organization)

Contact Person:

DINNA SPENCER

Name

Street Numl

Between 8:00 AM - 5:00 PM

2. Type of Event:

3<sup>d</sup> Annual CRIME VICTIMS' MEMORIAL WALK

(Moving)

☐ Parade

☐ Demonstration

☒ Foot Race/Walk

☐ Bike Race

☐ Other: \_\_\_\_\_

(Stationary)

☐ Block party

☐ Bazaar

☐ Festival

☐ Sidewalk Sale

☐ Other: \_\_\_\_\_

3. Date of Event:

APRIL 18, 2004

Total Time of Event:

from 9 am

to 11 am

(Time)

(Time)

Time in which police traffic control services will be needed:

from 9 am

to 11 am

This is the time in which police officers will be moving your event on the streets. This is the time for which you will be charged for police traffic control.

SHERIFF'S Department Traffic Section of the Patrol Division  
will provide traffic control for the event.

4/6

0408105-1 03/22/2004 001 24  
MISC - MISCELLANEOUS REQUEST FOR TEMP US  
E \$15.75

4. Approximate number of participants: 800 - 900  
☒ Persons ☐ Vehicles ☐ Animals ☐ Other Specify: \_\_\_\_\_

\*Section 13.32.100 requires you to keep the parade route clean and free of animal excrement during the parade.

5. Approximate or anticipated number of spectators: 1200

6. Purpose of Event: (i.e. fund-raiser, school activity, etc.)

April 18<sup>th</sup> - April 24<sup>th</sup> is NATIONAL Crime Victims' RIGHTS Week. During this special week, we recognize the theme "Victims' Rights: America's Values" helps us recognize that when we value equal rights for all Americans, safety and protection for those who have been victimized, we value crime victims' rights and services. April 18<sup>th</sup> will honor the lives lost to violence.

If this is a fund-raiser and you estimate that you will raise over \$500, please list your Charitable Solicitation Permit number: N/A

7. Proposed Route: (streets, parks, sidewalks to be used or blocked)

**ATTACH A CLEAR AND SPECIFIC HAND DRAWN MAP**

(see attachment)

Location of assembly area, if separate or different:

1300 HARDAWAY LORETTO ACADEMY

### **IMPORTANT INFORMATION REGARDING TRAFFIC CONTROL:**

If traffic control will be provided by the El Paso Police Department for a moving event, you must submit a map of the route for the event. The Police Department will then prepare a traffic control plan along with an estimated cost for their services as provided in Section 13.32.110. You will be billed for the actual cost after the event.

If traffic control will not be provided by the El Paso Police Department, then you must submit a map and written traffic control plan to Building Permits & Inspections or the Engineering/Traffic Division, not less than seven days prior to the date of the event.

You will also be responsible for paying for and providing any barricades and signs. The barricading shall be manned and the barricading and signing shall comply with the provisions set forth in the State's

"Manual of Uniform Traffic Control Devices." Please feel free to contact the City's Engineering/Traffic Division, 6<sup>th</sup> Floor, 541-4050, for more information.

8. Amplification devices to be used: ☐ Yes ☒ No

**Use permitted only between the hours of 7 a.m. and 10 p.m.**

If amplification is being requested, number of and sound amplifying capacity of microphones, amplifiers and speakers proposed to be used. Also, state whether or not the purpose is advertising any goods, property, services, or entertainment, the primary purpose of which advertising is the making of a profit for a business.

Regarding the use of San Jacinto Plaza, amplification may only be used on the stage. If you wish to use this area, you must also contact the Parks and Recreation Department, 6<sup>th</sup> Floor, and reserve the stage. A fee is charged for the use of this area. Additionally, other ordinances may apply to or restrict the use of city-owned property, including parks.

9. Method of Street and Right-of-Way cleaning:

We will have volunteers cleaning the streets.

Section 13.32.100 requires you to clean the streets, sidewalks, and other rights-of-way from all event litter and debris, including that left by spectators. In the event that you do not clean these areas, the City may perform such cleaning and you will be charged. You may also arrange in advance to have the Street Department perform the cleaning for a charge by filling out a separate request form and submitting it to Building Permits & Inspections Office no later than fourteen days prior to the date of the event.

**RELEASE:** In consideration of the permit for use of city streets, sidewalks, and other places held for public use, it is understood that the applicant(s) contained herein do hereby release and discharge the City, and its respective officers, directors, agents, and employees, jointly and severally, from any and all liability for illness, injuries and damages that may be suffered which arise out of or result from participation in this event.

D. Spencer

Signature of Applicant

3-21-04

Date

For CRIME VICTIMS' RIGHTS COUNCIL (CVRC)  
(Organization/Sponsor, if any)

Please note: If the parade or temporary event is designed to be held by or for any person other than the applicant, the applicant shall attach a communication in writing from the person authorizing the applicant to apply for the permit.

For Office Use Only

Event: CRIME VICTIM'S RIGHTS COUNCIL 3<sup>RD</sup> ANNUAL MEMORIAL WALK

\$15.75 Fee Paid: 0408105-1 03/22/2004 001 24

\$21.00

City Council Hearing: APRIL 6, 2004

Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☐ Street Department  
☐ Civic Center

Comments:

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**PERMIT**

EVENT: CRIME VICTIM'S RIGHTS COUNCIL 3<sup>RD</sup> ANNUAL MEMORIAL WALK

LOCATION 1300 HARDAWAY, TROWBRIDGE, RADFORD, HASTINGS, CAPLES,  
CUMBERLAND, GRAHAM, & RAYNOLDS

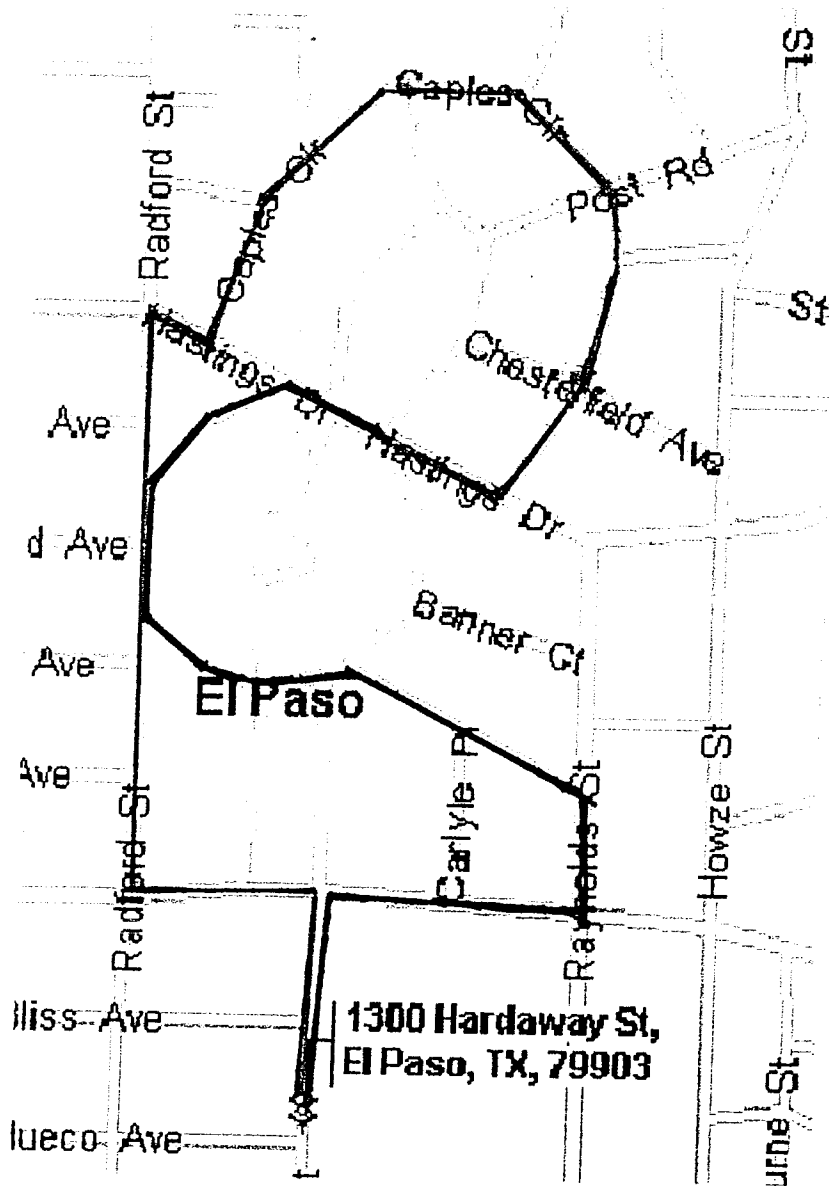
DATE OF EVENT: APRIL 18, 2004 FROM 9:00 A.M. TO 11:00 A.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

\_\_\_\_\_  
**R. Alan Shubert, P.E.**  
**BUILDING PERMITS & INSPECTIONS DIRECTOR**

## Crime Victims' Rights 2-Mile Memorial Walk Course



### 2-Mile Course

Start at Track field  
 Right on Hardaway  
 Left on Trowbridge  
 Right on Radford  
 Right on Hastings  
 Left on Caples Circle  
 Right on Hastings  
 Left on Cumberland  
 Left on Radford  
 Left on Cumberland  
 Right on Graham  
 Right on Raynolds  
 Right on Trowbridge  
 Left on Hardaway  
 Left to Finish at Track field

To Capt. Hernandez

# CRIME VICTIMS' RIGHTS COUNCIL

February 20, 2004

Sheriff Leo Samaniego  
El Paso County Sheriff's Office  
800 East Overland Street  
Post Office Box 125  
El Paso, Texas 79941

Dear Sheriff:

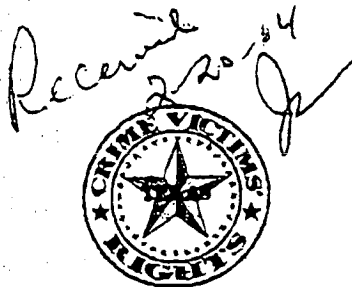
The Crime Victim's Rights Council will hold their 3rd Annual 2-Mile Memorial Walk on Sunday, April 18, 2004 at the Loretto Academy, 1300 Hardaway, El Paso, Texas from 8:00 am to 11:00 am. On behalf of the Council, I am requesting that the Sheriff's Office provide traffic control for the event. The Traffic Section of the Patrol Division provided traffic control last year at no cost to the Council. We are not charging crime victims, their families, or any participants for this event. Last year we had app 1200 participants and we anticipate similar turnout this year. We would like City Council to waive the charges for traffic control by using the Sheriff's officers. They did a great job last year and since this is only a walk and not a run, the number of officers necessary should not be extensive. Last year 8 officers covered the entire event. Upon your approval, we will place this item on City Council agenda advising that the Sheriff's Office is providing traffic control.

We appreciate your support of the Crime Victim's Rights Council and your attendance at last year's event. Of course we invite you and your staff to participate again this year. We hope you will be able to attend and make opening remarks at the event. Thank you for your consideration of this request and the continuing support and dedication of the staff of the Sheriff's Office to crime victims' rights.

Sincerely,



Susan Hass Hatch



2-20-04  
REQUEST APPROVED  
TO: CAPT HERNANDEZ  
VIA CHIEF ARDACA.



We are a joint effort of various individuals and agencies working together for crime victims in the community of El Paso

## For Office Use Only

Event: CRIME VICTIM'S RIGHTS COUNCIL 3<sup>RD</sup> ANNUAL MEMORIAL WALK\$15.75 Fee Paid: 0408105-1 03/22/2004 001 24  
\$21.00City Council Hearing: APRIL 6, 2004

## Copy to:

<input checked="" type="checkbox"/> Police Department	<input checked="" type="checkbox"/> Engineering-Traffic Div.
<input checked="" type="checkbox"/> Fire Department <i>MRC</i>	<input type="checkbox"/> Highway Department
<input checked="" type="checkbox"/> Sun Metro	<input type="checkbox"/> Street Department
<input type="checkbox"/> Parks Department	<input type="checkbox"/> Civic Center

## Comments:

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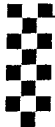
PERMITEVENT: CRIME VICTIM'S RIGHTS COUNCIL 3<sup>RD</sup> ANNUAL MEMORIAL WALKLOCATION 1300 HARDAWAY, TROWBRIDGE, RADFORD, HASTINGS, CAPLES,  
CUMBERLAND, GRAHAM, & RAYNOLDSDATE OF EVENT: APRIL 18, 2004 FROM 9:00 A.M. TO 11:00 A.M.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

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**R. Alan Shubert, P.E.**  
**BUILDING PERMITS & INSPECTIONS DIRECTOR**





For Office Use Only

Event: CRIME VICTIM'S RIGHTS COUNCIL 3<sup>RD</sup> ANNUAL MEMORIAL WALK

\$15.75 Fee Paid: 0408105-1 03/22/2004 001 24  
\$21.00

City Council Hearing: APRIL 6, 2004

Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☐ Street Department  
☐ Civic Center

Comments:

*Sun Metro has no objection to  
the event.*

*L. Lujan 3/23/04*

**PERMIT**

EVENT: CRIME VICTIM'S RIGHTS COUNCIL 3<sup>RD</sup> ANNUAL MEMORIAL WALK

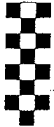
LOCATION 1300 HARDAWAY, TROWBRIDGE, RADFORD, HASTINGS, CAPLES,  
CUMBERLAND, GRAHAM, & RAYNOLDS

DATE OF EVENT: APRIL 18, 2004 FROM 9:00 A.M. TO 11:00 A.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR



## For Office Use Only

Event: CRIME VICTIM'S RIGHTS COUNCIL 3<sup>RD</sup> ANNUAL MEMORIAL WALK\$15.75 Fee Paid: 0408105-1 03/22/2004 001 24

\$21.00

City Council Hearing: APRIL 6, 2004

Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☐ Street Department  
☐ Civic Center

Comments:

Traffic HAS No Objection To Proposed  
Event. Traffic Control By Police Officer.

[Signature]  
3/23/04

PERMITEVENT: CRIME VICTIM'S RIGHTS COUNCIL 3<sup>RD</sup> ANNUAL MEMORIAL WALKLOCATION 1300 HARDAWAY, TROWBRIDGE, RADFORD, HASTINGS, CAPLES,  
CUMBERLAND, GRAHAM, & RAYNOLDSDATE OF EVENT: APRIL 18, 2004 FROM 9:00 A.M. TO 11:00 A.M.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

\_\_\_\_\_  
R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: **CRIME VICTIM'S RIGHTS COUNCIL 3<sup>RD</sup> ANNUAL MEMORIAL WALK**

\$15.75 ☐ Fee Paid: **0408105-1 03/22/2004 001 24**

\$21.00 ☐ Date

City Council Hearing: **APRIL 6, 2004**

Date

Copy To:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Traffic & Trans. Dept.  
☒ Highway Department  
☐ Street Department

**Comments:**

The El Paso Police Department has no objections with this event.

The Department will police the event with 0 officers and 0 vehicles.

Estimated cost to city: \$0.00 Estimated cost to applicant: \$0.00

As advised by the applicant units from the Sheriff's Office will be providing the necessary traffic control during the event. No EPPd units will be assigned for this event.

PR 04-022

**PERMIT**

EVENT **CRIME VICTIM'S RIGHTS COUNCIL 3<sup>RD</sup> ANNUAL MEMORIAL**

LOCATION: **1300 HARDWAY, TROWBRIDGE, RADFORD, HASTINGS, CAPLES, CUBERLAND, GRAHAM, RAYNOLDS**

DATE OF EVENT: **APRIL 18, 2004 FROM 9:00 AM TO 11:00 AM**

CITY COUNCIL ACTION: ☐ Approve ☐ Disapprove ☐ Approve w/ Mod

Date Permit Issued: Permit No.:

Building Permits & Inspections Director

JOE WARDY  
MAYOR



**CITY COUNCIL**

SUSAN AUSTIN  
DISTRICT NO. 1

ROBERT A. CUSHING, JR.  
DISTRICT NO. 2

JOSE ALEXANDRO LOZANO  
DISTRICT NO. 3

JOHN COOK  
DISTRICT NO. 4

DANIEL S. POWER  
DISTRICT NO. 5

PAUL J. ESCOBAR  
DISTRICT NO. 6

VIVIAN ROJAS  
DISTRICT NO. 7

ANTHONY COBOS  
DISTRICT NO. 8

**THIS IS NOT A PERMIT**

March 26, 2004

Crime Victim's Rights Council  
Dinna Spencer  
500 E. San Antonio, Ste. #203  
El Paso, Texas 79901

FROM: BUILDING PERMITS & INSPECTIONS

SUBJECT: Application for use of City Streets/Sidewalks (in connection with a Parade, Walk, Run, etc.)

THIS IS ONLY A RECOMMENDATION FROM BUILDING PERMITS & INSPECTIONS TO THE MAYOR AND COUNCIL, THEY WILL MAKE FINAL DETERMINATION AT THE CITY COUNCIL MEETING, APRIL 6, 2004 AT 9:00 A.M. WE RECOMMEND A REPRESENTATIVE BE PRESENT TO ANSWER ANY QUESTIONS THAT CITY COUNCIL MAY HAVE.

**REQUEST:**

Crime Victim's Rights Council to hold an 3<sup>rd</sup> annual memorial walk on April 18, 2004 from 9:00 a.m. to 11:00 a.m. Route: Start at 1300 Hardaway St. to Trowbridge, turn left on Trowbridge to Radford St., turn right on Radford St. to Hastings, turn right on Hastings to Caples Circle, turn right on Hastings to Cumberland, turn left on Cumberland to Radford, turn left on Radford to Cumberland, turn left on Cumberland to Graham, turn right on Graham to Reynolds, turn right on Reynolds to Trowbridge, turn right on Trowbridge, and finish at 1300 Hardaway-Loretto's track field. Approximately 800-900 persons will take part and 1,200 spectators are anticipated. (District 2,3, & 8) [Dinna Spencer] Permit No. 04-022

**RESPONSES:**

NO OBJECTIONS FROM FIRE, SUN METRO, AND TRAFFIC/ENGINEERING. THE EL PASO POLICE DEPARTMENT HAS NO OBJECTIONS WITH THIS EVENT. THE DEPARTMENT WILL POLICE THE EVENT WITH 0 OFFICERS AND 0 VEHICLES. ESTIMATED COST TO CITY: \$0.00 ESTIMATED COST TO APPLICANT: \$0.00. AS ADVISED BY THE APPLICANT UNITS FROM THE SHERIFF'S OFFICE WILL BE PROVIDING THE NECESSARY TRAFFIC CONTROL DURING THE EVENT. NO EPPD UNITS WILL BE ASSIGNED FOR THIS EVENT.

**R. ALAN SHUBERT, P.E.**  
**BUILDING PERMITS & INSPECTIONS DIRECTOR**